

This pamphlet has been developed to explain the requirements and the license renewal process for every nurse anesthetist licensed to practice in Michigan.

The Michigan Public Health Code and board administrative rules requires:

- A nurse anesthetist to have obtained recertification, within the 2-year period immediately preceding the application.
- A nurse midwife to have completed the continuing competency assessment requirements or 20 continuing education units in the nursing specialty field, within the 2-year period immediately preceding the application.
- A nurse practitioner to have obtained recertification or maintained certification or completed 40 continuing education units in the nursing specialty field, within the 2-year period immediately preceding the application.

### **REQUIREMENTS FOR RENEWAL**

The continuing education requirements apply to every nurse anesthetist, practitioner or nurse midwife renewing a Michigan license who held the license for the 2-year period immediately preceding the date of the license renewal. The requirements apply whether or not the nurse is actively engaged in practice as a nurse anesthetist, practitioner or midwife. No one is exempt from this requirement.

Every nurse who is renewing his/her license should retain records documenting the completion of continuing education. Those documents should be retained for a period of 4 years.

**DO NOT SEND THE CONTINUING EDUCATION DOCUMENTS** along with the license renewal application. The Department of Community Health, Bureau of Health Professions will conduct an audit, at the conclusion of the renewal period. Nurses chosen for audit through an automated random selection process will be contacted by letter to submit documented evidence of the recertification.

### **DO NOT RENEW YOUR LICENSE IF YOU HAVE NOT COMPLETED YOUR CONTINUING EDUCATION REQUIREMENT.**

A nurse who is unable to provide evidence of completion of the continuing education requirements, when requested, is in violation of the Michigan Public Health Code and subject to one or more of the following possible license sanctions: reprimand, probation, denial, suspension, revocation, limitation, restitution, and fine.

**Accredited sponsors are required to provide attendance certificates that indicate name of licensee, program dates and number of designated hours. Further information about programs with accredited sponsorship may be obtained by contacting the accredited sponsor. "Contact hour" is the same as one 50-60 minute or (1) credit hour.**

### **REQUIREMENT FOR RELICENSURE**

**"Relicensure" means the granting of a license to a person whose license has lapsed for failure to renew the license within 60 days after the expiration date.**

Nurses applying for relicensure pursuant to R338.110405 – **AN APPLICANT FOR REREGISTRATION OF A SPECIALTY CERTIFICATION PURSUANT TO SECTION 16201 (3) OR (4) OF THE CODE SHALL MEET THE REQUIREMENTS AS APPLICABLE.**

**R 338.10405**  
**CERTIFICATION RENEWAL;**  
**SCHEDULE; REQUIREMENTS;**  
**MAINTENANCE OF EVIDENCE OF COMPLIANCE.**

Rule 405(2)

(a) For the nurse anesthetist, the applicant shall have obtained recertification, which meets the requirements of the Council on Recertification of Nurse Anesthetists.

**If audited, the licensee must show proof of the certification or recertification.**

(b) For the nurse midwife, the applicant shall meet either of the following requirements:

(i) Have completed, within the 2-year period immediately preceding the application, the continuing competency assessment

requirements of the American College of Nurse-Midwives.

**If audited, the licensee must show proof of the certification or recertification.**

**OR**

(ii) Have completed 20 continuing education units in the nursing specialty field within the 2-year period immediately preceding the application.

**If audited, the licensee must submit a certificate showing his/her name, hours earned, sponsors accreditation and the date on which the program was held.**

(c) For the nurse practitioner, the applicant shall meet either of the following requirements:

(i) Have obtained recertification or maintained certification, within the 2-year period immediately preceding the application, that meets the requirements of the American Nurses Association, the National Certification Board of Pediatric Nurse Practitioners and Nurses, or the Nurses Association of the American College of Obstetricians and Gynecologists (NAACOG)

**If audited, the licensee must show proof of the certification or recertification.**

**OR**

(ii) Have completed 40 continuing education units in the nursing specialty field within the 2-year period immediately preceding the application.

**If audited, the licensee must submit a certificate showing his/her name, hours earned, sponsors accreditation and the date on which the program was held.**

#### **Renewal Procedures**

Nursing licenses are renewed every 2 years by March 31. Although a 60-day late renewal period is allowed, the continuing education requirement must be completed by March 31. Submission of the renewal application form certifies that the requirements are met. If the renewal requirements have not been completed, the renewal application should not be submitted. If a waiver is necessary, an application should be made after the licensee receives the renewal application in early January, but before the license expires on March 31. Licensees who have not been granted waivers should allow their licenses to expire. Application for relicensure may be made upon completion of the continuing education requirement within the 2-year period immediately preceding the date of the application for relicensure if license has been expired for no more than 3 years.

Information, forms and instructions for obtaining board approval can be obtained from the Department of Community Health Bureau of Health Professions.

#### **CONTINUING EDUCATION WAIVERS**

The Michigan Public Health Code authorizes the Board of Nursing to waive the continuing education requirements for a license renewal applicant if, upon written application, the board finds the failure of the licensee to attend the required board-approved courses or programs was due to the licensee's disability, military service, absence from the continental United States, or a circumstance beyond the control of the licensee which the board considers good and sufficient. Pursuant to this authority, the board has promulgated guidelines that set forth the policy the board will follow in granting a waiver. The guidelines provide for the following:

**DISABILITY:** The licensee's disability shall have been temporary in nature and the licensee's physician shall attest on the application that the disability no longer prevents the licensee from attending educational programs and engaging in the practice of nursing without limitation.

**MILITARY SERVICE:** The licensee shall have been practicing nursing while in active service of the United States, shall have been licensed at the time of induction or entering into service, and shall have requested that his or her license be placed in military status to continue in effect without payment of the license renewal fee pursuant to Section 16196 of the Public Health Code.

**ABSENCE FROM THE UNITED STATES:** The licensee shall establish that board-approved educational programs were not available within a reasonable

distance from which the licensee was located and the licensee shall provide evidence of attendance at educational programs that substantially meet the requirements for approval by the board.

**OTHER CIRCUMSTANCES BEYOND LICENSEE'S CONTROL:**

For circumstances, other than disability, military service, or absence from the continental United States, the licensee shall submit compelling evidence that the circumstances were good and sufficient for a waiver of the requirements.

If the board finds that any of the conditions for waiving the requirements have been met, the number of hours waived shall be proportional to the length of time the licensee was temporarily disabled, in active military service, outside the continental United States, or involved in circumstances beyond the licensee's control. The board will not waive the requirements prospectively, nor will the requirements be waived for a licensee whose circumstances changed in time to reasonably allow the licensee to complete all or part of the requirements before license renewal.

To summarize:

\* All Michigan licensed nurse anesthetists must have obtained recertification within the 2 years immediately preceding the expiration date of their license.

- \* All Michigan licensed nurse practitioners must have obtained recertification or maintained certification or have completed 40 hours of CEU's in the nursing specialty field, within the 2 years immediately preceding the expiration date of their license.
- \* All Michigan licensed nurse midwives must have completed within the 2 years immediately preceding the date of application, the continuing competency assessment requirements of the American College of Nurse-Midwives.
- \* Submission of the renewal application and fee is considered a statement that the CE requirement has been met.
- \* Failure to complete the CE requirement is considered a violation of the Public Health Code.

The Department of Community Health will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American's with Disabilities Act, you may make your needs known to this agency.

# Continuing Education Requirements for Michigan Nurse Anesthetists, Practitioners and Nurse Midwives

Authority: Public Act 368 of 1978, as amended  
This form is for information only

State of Michigan

Department of Community Health  
Bureau of Health Professions  
P.O. Box 30670  
611 W. Ottawa St., First Floor  
Lansing, Michigan 48909  
\*(517) 335-0918

\*NOTE: If it is necessary that you call regarding your continuing education, the following instructions will assist you with the automated telephone system:

1. At the first prompt, press 2.
2. At the second prompt, press 2.
3. At the third prompt, press 4.

You will then reach the continuing education automated system and can make your final selection.

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